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*Governor*

STATE OF NEVADA OFFICE OF THE MILITARY  
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William R. Burks  
*Brigadier General*  
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NVMD-AG-Z

1 Feb 2011

MEMORANDUM FOR ALL NEVADA NATIONAL GUARD TECHNICIANS

SUBJECT: Equal Employment Opportunity (EEO) Policy Statement

1. The Nevada National Guard is committed to maintaining a positive work environment that is productive and free from discrimination and bias. Leaders are responsible for ensuring that all **Federal Technicians** (Soldiers, Airmen, and Civilians) receive fair and equitable treatment on the basis of their capability and merit. I want to ensure we have a command climate that encourages employees to freely identify and report injustices and discrimination of any form, without the threat of intimidation or reprisal. I expect leaders, Soldiers, Airmen and Civilians to take swift and positive steps to eradicate bias behaviors and discriminatory practices.
2. It is the Nevada National Guard's policy to implement a strong affirmative action program and to provide equal opportunity for all in areas of recruitment, hiring, promotions, transfers, reassignments, training, benefits and separations and in all policies affecting the treatment of National Guard Technicians.
3. Full command support is necessary to ensure that equal employment opportunity (EEO) principles and practices are utilized throughout the Nevada National Guard. We must institutionalize an organizational climate of equity and fair treatment that is free of harassment in any form and respects the beliefs of others. All of us share in this responsibility, but leadership in particular must actively support this policy and take positive and meaningful steps within their own organizations.
4. Prompt investigation of civilian complaints is critical. Any person who believes that he or she has been the victim of unequal/discriminatory treatment, or has knowledge of this behavior, is urged to report such conduct immediately to their supervisory chain or to the State Equal Employment Manager. It is the goal of the NVNG to resolve and settle all complaints and allegations of illegal discrimination fairly, equitably and expeditiously.
5. The increasing diversity of our state means that a multicultural workforce is a business asset and key to mission readiness. We must take advantage of all our combined strengths to make the Nevada National Guard the quality organization we all expect it to be.

6. POC for this policy is Alicia Nyland, the State Equal Employment Manager, (775) 384-5845 or DSN 530-5845.

A handwritten signature in black ink, appearing to read "Wm R Burks", with a long horizontal flourish extending to the right.

WILLIAM R. BURKS  
Brigadier General  
The Adjutant General